

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Classification and Wage Division

DATE: 10 December 1953

FROM : Acting Comptroller

SUBJECT: Reclassification of Key Positions - Finance Division

1. The substantial increase in the volume and scope of the activities and responsibilities of the Finance Division, particularly during the past two years, indicates a need for a re-evaluation of the classification assigned to certain key positions in that Division, namely, the Chief, Monetary Branch and Deputy Chief of the Division.

2. The increase in the volume and scope of activities and responsibilities, although reflected throughout the Division, are most apparent with respect to the industrial contract audit, proprietary, subsidy, and monetary activities. Also, the revisions in Agency accounting policy and procedures have placed additional responsibility on the Finance Division. While in some cases, the primary result of the increase in activity has been an increase in workload and manpower requirements, in the Monetary Branch and Office of the Chief of the Division, the increases are reflected in a material broadening in the scope and complexity of the demands on the senior officials for policy and procedural determinations, guidance and direction.

3. It is, therefore, requested that the classifications of the positions of Chief, Monetary Branch and Deputy Chief, Finance Division, be increased from GS-14 to GS-15.

4. Proposed position descriptions are attached.



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Attachments